

**Village of Walden Summer Youth  
Employment Program 2012**  
1 Municipal Square Walden, NY 12586  
845-778-2177 phone; 845-778-2170 fax  
**Quick Reference Guide (Please Keep This Page)**

**Program Overview:**

The Village of Walden Summer Youth Employment Program is funded by the Orange County Youth Bureau in the form of a Solutions Grant. The grant is providing funding for **ONLY 15 youths**. Each youth **MUST** reside within the Village of Walden limits and be between the ages of 15-18. It is important to realize that even though the program will only provide employment for 15 Village of Walden youths; all the potential youths that participate in the Job Fair will get the experience of filling out an application with all the necessary requirements in a timely fashion and will have the possibility of meeting a potential employer face to face.

The purpose of this program is to provide each youth with a positive and safe form of summer employment while simultaneously increasing their education in branding themselves for today's job market as well as resume and skills building.

Summer Employment will be approximately 60 hours at a Participating Village of Walden Business between 7/2/12-8/3/12 receiving \$8.00 per hour. **Application deadline is Friday, June 8, 2012** and should be submitted to the Village of Walden Municipal Building, 3<sup>rd</sup> floor, Village Manager's office.

**Important Dates:**

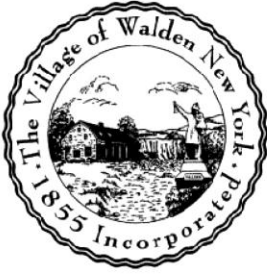
**ALL** Applicants who meet the above requirements and whose application is submitted *completed and on time* will have the opportunity to attend our **Job Fair on Thursday, June 14, 2012** beginning at 6pm on the 3rd Floor Assembly Room in the Municipal Building. All (or most) of the participating Village of Walden Businesses will have a representative present so they may have the opportunity to speak to each youth as an additional reference for them during their selection of which youth they will employ. This allows each youth the opportunity to meet potential employers in a neutral setting while also allowing them to ask questions about the potential job opportunities with each business.

**The 15 youths who are hired** by the participating Village of Walden Businesses will be required to participate in our MANDATORY Skills Building Workshop (paid participation & refreshments included) on **Saturday, July 21, 2012 9am-12 noon** - 3<sup>rd</sup> Floor Assembly Room in the Municipal Building. (**No Exceptions Made**)

**The 15 youths who are hired** and their families are invited to participate in our Graduation Ceremony on **Thursday, August 9, 2012 at 7pm** - 3<sup>rd</sup> Floor Assembly Room in the Municipal Building.

**Any questions should be directed to Trustee Tara Lown at [tlownd@hvc.rr.com](mailto:tlownd@hvc.rr.com) or by calling Village Hall and leaving a message for Trustee Lown.**

Only completed applications will be considered for the program.  
All applicants will be notified of application status by Monday, June 25, 2012.



**Village of Walden Summer Youth  
Employment Program 2012  
Application for Admission  
1 Municipal Square Walden, NY 12586  
845-778-2177 phone; 845-778-2170 fax**

PLEASE COMPLETE THIS APPLICATION ONLY IF YOU ARE AVAILABLE TO WORK BETWEEN 7/2/12- 8/3/12

NAME \_\_\_\_\_ M \_\_\_ F \_\_\_ Grade \_\_\_\_\_ Age: \_\_\_\_

PARENT NAME: \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

**YOUTH AND PARENT MUST COMPLETE THIS FORM TOGETHER AND RETURN TO VILLAGE HALL WITH ALL NECESSARY DOCUMENTS BY JUNE 8, 2012.**

**Please circle the correct response.**

1. Do you have transportation to and from employment?                      Yes      No

2. Do you have any physical limitations?    Yes      No

If yes, please describe:

\_\_\_\_\_  
3. Who recommended you for the Youth Employment Program?  
\_\_\_\_\_

**PARENT/GUARDIAN & YOUTH CONSENT FORM**

I understand that if my child is accepted into the youth employment program, he/she will be part of a youth employment development program which includes:

- Participation in a MANDATORY Job Fair on Thursday, June 14, 2012 at 6pm with potential Village of Walden Business employers - 3rd Floor Municipal Building. (**No Exceptions Made**)
- Summer Employment of approximately 60 hours at a Participating Village of Walden Business between 7/2/12-8/3/12 getting paid \$8.00 per hour.
- Participation in a MANDATORY Skills Building Workshop (paid participation & lunch included) on Saturday, July 21, 2012 9am-12 noon - 3<sup>rd</sup> Floor Municipal Building. (**No Exceptions Made**)
- Participation in Graduation Ceremony on Thursday, August 9, 2012 at 7pm - 3<sup>rd</sup> Floor Municipal Building.

**CONTINUED ON BACK**

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**Medical/Emergency Information**

**PARENT/GUARDIAN**

In an emergency, if I cannot be reached, the person(s) listed below will be called. They may act on my behalf.

**PERSONS (other than parent/guardian) TO BE CONTACTED IN CASE OF EMERGENCY:**

Name: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Day Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Insurance Carrier and Policy Number (if applicable):  
\_\_\_\_\_

Applicant Information: Current Health Status Fair \_\_\_\_\_ Good \_\_\_\_\_ Excellent \_\_\_\_\_

Current Medical Conditions \_\_\_\_\_ Medication \_\_\_\_\_

Allergies \_\_\_\_\_

**Parental Permission Form for Release of Photographs**

The Summer Youth Employment Program may use photographs, videos, and names of program participants for celebration, public relations, and publicity. Only first names will be used. Photos and/or video may be used in print, film, or website/internet use.

\_\_\_\_ *I accept this policy.* \_\_\_\_ *I do not accept this policy.*

Youth Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone # \_\_\_\_\_ Evening Phone # \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone # \_\_\_\_\_ Evening Phone # \_\_\_\_\_

All completed applications ***MUST*** also include the following attachments:

- Working papers (if applicable).
- Proof of address. (Copy of driver’s license, utility bill, etc.)
- A 50 word essay from the applicant explaining a little about themselves and why they would like to participate in the program.
- One (1) letter of recommendation from a person NOT related to the applicant.

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